

## GOVERNMENT OF ANDHRA PRADESH

### ABSTRACT

Establishment - General Administration Department Utilization of Services of (2) Jr. Stenos, (1) Telephone Operator, (1) Record Assistant sponsored by M/s Rajan Travels and Security Services, Hyderabad in GAD on contract basis in General Administration Department for the period from 22-07-2011 to 21-08-2011- Sanction of expenditure of Rs. 43,369/- Orders - Issued.

### GENERAL ADMINISTRATION (OP.IV) DEPARTMENT

G.O.Rt.No.

Dated: .08.2011

Read the  
following :-

- 1) G.O.MS. No.3, Fin (SMPC) Department dt:12.01.2011.
- 2) G.O.Rt. No. 723 GA(OP.IV)Dept., dt. 18.02.2011.
- 3) From M/s Rajan Travels & Security services, Hyderabad,  
Bill No. RTSS/ 11-12/288, dt. 24-08-2011.

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### ORDER:-

In pursuance of the orders issued in the references 1<sup>st</sup> and 2<sup>nd</sup> read above, the services of (2) Jr. Steno, (1) Telephone Operator, (1) Record Assistant sponsored by M/s Rajan Travels & Security Services, Hyderabad have been utilized in General Administration Department , for a period from 22-07-2011 to 21-08-2011. The Agency has submitted the bills for an amount of Rs.43,369/- for the said period and requested to sanction the same.

2. Sanction is hereby accorded for payment of Rs. 43,369/- (Rupees Forty Three Thousand and Three Hundred and Sixty Nine only ) i.e Remuneration Rs.32,900/-, EPF @ 13.61%. Rs. 3,540/-, ESI @ 4.75% Rs. 1,563 , Service Charges @ 4% Rs. 1,316 and Rs. 4,050 Service Tax @ 10.30% on the total bill of Rs. 39,319/- to M/s Rajan Travels and Security Services , Hyderabad, towards remuneration for the services of (2) Jr. Stenos, (1) Telephone Operator, (1) Record Assistant, whose services are being utilized in GAD for the period from 22-07-2011 to 21-08-2011.

3. The General Administration (Claims. C ) Department shall draw the amount sanctioned in para ( 2 ) above, by way of crossed cheque in favour of M/s Rajan Travels & Security Services, Hyderabad and furnish the same to the GA(OP-IV) Department for onward transmission to the said agency.

4. The expenditure shall be debited to the Head of Account under "2052 - Secretariat General Services - MH090 - Secretariat-SH(04) General Administration Department - 300 - Contractual services"

5. This order does not require the concurrence of Finance Department as per the rules in vogue.

6. The G.O. is available on Internet and can be accessed at the address <http://www.ap.gov.in>.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R.SESHARAM SINGH  
JOINT SECRETARY TO GOVT.(GENERAL.)

To

The General Administration(Claims. C ) Department (w.e)

The M/s Rajan Travels and Security Services,

The Deputy Pay & Accounts Officer,  
Secretariat Branch, Hyderabad

SF/SC

//FORWARDED BY ORDER//

SECTION OFFICER

# GOVERNMENT OF ANDHRA PRADESH

## ABSTRACT

Establishment - General Administration Department Utilization of Services of (1) Senior Steno, (3) Jr. Stenos, (1) Telephone Operator, (1) Typist Cum Assistant sponsored by Cybertek Solutions, Hyderabad in GAD on contract basis in General Administration Department for the period from 22-07-2011 to 21-08-2011 - Sanction of expenditure of Rs.68,728/- Orders - Issued.

### GENERAL ADMINISTRATION ( OP.IV) DEPARTMENT

G.O.Rt.No.

Dated: .08.2011.

Read the  
following

- 1) G.O.MS. No.3, Fin (SMPC) Department dt:12.01.2011.
- 2) G.O.Rt. No. 723 GA(OP.IV)Dept., dt.18.02.2011.
- 3) From Cybertek Solutions, Hyderabad , Bill Nos.CS/MP/2011-12/383 dt:22-08-2011.

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### ORDER:-

In pursuance of the orders issued in the references 1<sup>st</sup> and 2<sup>nd</sup> read above, the services of (1) Senior Steno, (3) Jr. Stenos, (1) Telephone Operator, (1) Typist Cum Assistant sponsored by M/s Cybertek Solutions, Hyderabad have been utilized in General Administration Department, for a period from 22-07-2011 to 21-08-2011. The Agency has submitted the bills for an amount of Rs.68,728/- for the said period and requested to sanction the same.

2. Sanction is hereby accorded for payment of Rs. 68,728 /- (Rupees Sixty Eight Thousand Seven Hundred and Twenty Eight only ) i.e Remuneration Rs.52,900 /-, EPF @ 13.61%. Rs.5,310 /-, ESI @ 4.75% Rs.2,513 , Service Charges @ 3% Rs.1,587 /- and Rs.6,418 /- Service Tax @ 10.30% on the total bill of Rs.62,310/- to M/s Cybertek Solutions Hyderabad, towards remuneration for the services of (1) Senior Steno, (3) Jr. Stenos, (1) Telephone Operator, (1) Typist Cum Assistant, whose services are being utilized in GAD for the period from 22-07-2011 to 21-08-2011.

3. The General Administration (Claims. C ) Department shall draw the amount sanctioned in para ( 2 ) above, by way of crossed cheque in favour of M/s Cybertek Solutions Hyderabad, and furnish the same to the GA(OP-IV) Department for onward transmission to the said agency.

4. The expenditure shall be debited to the Head of Account under "2052 - Secretariat General Services - MH090 - Secretariat-SH(04) General Administration Department - 300 - Contractual services".

5. This order does not require the concurrence of Finance Department as per the rules in vogue.

6. The G.O. is available on Internet and can be accessed at the address <http://www.ap.gov.in>.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R.SESHARAM SINGH  
JOINT SECRETARY TO GOVT.(GENERAL.)

To

The General Administration (Claims. C ) Department (w.e)  
The Cybertek Solutions, Hyderabad.  
The Deputy Pay & Accounts Officer,  
Secretariat Branch, Hyderabad.

SF/SC

//FORWARDED BY ORDER//

SECTION OFFICER

